

State of Montana Project Management Advisory Workgroup (SMPMAW)

Minutes

June 22, 2017

3:00 PM

Cogswell, Room 151

Members Present:

Bill Jarocki, DOR – Chair

Jerry LaChere, MDT

☪ Sky Foster, AGR

☪ Dave Nagel, DEQ

☪ Michael Sweeney, OPI

☪ Cory Mabry, DLI – Alternate

☪ Miranda Keaster, DOA – Alternate

Staff Present: Wendy Jackson, Sarah Mitchell

Guests Present: Sarah Bartow, Christie Magill, Gene Hermanson, Tim Peterson, Stuart Fuller

☪ **Real-time Communication:** Dana Corson, Kreh Germaine, Angie Riley, Gregory Smith, Greg Thomas

Welcome

Bill Jarocki welcomed the council to the June 22, 2017 State of Montana Project Management Advisory Workgroup (SMPMAW) meeting. All members and guests were introduced. Mr. Jarocki noted the nature of the workgroup is to move toward increased collaboration, similar to the Project Management Office Advisory Group (PMOAG).

Minutes

Motion: Jerry LaChere made a motion to approve the May 24, 2017 minutes. Gregory Smith seconded the motion. Motion carried.

Business

Policy review and comment

Mr. Jarocki discussed the Information Technology Project Management Reporting policy recently reviewed by the SMPMAW. Several significant comments have been made regarding this policy. Mr. Jarocki recommended postponing submission of this policy to the Information Technology Managers Council (ITMC) until these comments can be discussed further.

Mr. LaChere requested Ron Baldwin respond to comments and provide clarification prior to submitting the policy to the ITMC.

Action Item: CIO Support Staff will ensure Mr. Baldwin responds to the comments regarding the policy.

Review of the SharePoint Site

Mr. Jarocki reviewed the SMPMAW SharePoint site located at <https://ent-sp1.mt.gov/sites/pmo/layouts/15/start.aspx#/SitePages/Home.aspx>. This site includes a link to the Legislative Finance Commission (LFC) Reporting site and SMPMAW website. The SharePoint site also contains PMOAG documents, policies for review, and project management templates.

Sarah Bartow recommended adding tags to further organize site documents. Ms. Bartow also suggested adding a calendar of events and helpful resource links to the SMPMAW SharePoint site. Individuals with suggestions regarding the SMPMAW SharePoint site should contact Jennifer Schofield at StateTPMO@mt.gov.

Stuart Fuller suggested collaboration with the Department of Administration (DOA) SharePoint team to maximize site potential.

Action Item: Ms. Bartow will meet with Jennifer Schofield to facilitate document organization within the SharePoint site.

Action Item: Ms. Bartow will provide a demo of the PMO SharePoint site at the next SMPMAW meeting.

Action Item: CIO Support Staff will place Ms. Bartow's SharePoint demo on the July 19, 2017 SMPMAW

agenda.

MPATH Overview

Gene Hermanson, Department of Public Health and Human Services, gave a presentation regarding the DPHHS Montana Program for Automating and Transforming Healthcare (MPATH) program. The presentation is located at <https://sitsd.mt.gov/Governance/Boards-Councils/PMAW>. The MPATH Program is a series of projects to implement modules and services to replace the state's aging legacy Medicaid Management Information System (MMIS). Requirements of the MPATH system include a system integrator that allows modules to communicate with each other. Modularity reduces risk by broadening vendor options. DPHHS project managers collaborated with State Information Technology Services Division (SITSD) personnel to combine four claim systems to one collective data system for analytics.

Tim Peterson reviewed the MPATH program versus the MPATH project. The MPATH Project Management Office will manage this program and will operate with a staff of 15 individuals. MPATH Project Management Office responsibilities include monitoring and maintaining the integrated master schedule, enterprise risk and issue management, project integration, governance, oversight, program level status, staffing, and project management. For more information regarding the MPATH Project, contact Mr. Peterson at TPeterson@mt.gov or Mr. Hermanson at GHermanson2@mt.gov.

Member Forum

Mr. Jarocki met with a representative of the Montana Chapter of the Project Management Institute (PMI) regarding collaboration with the SMPMAW. A PMI chapter meeting will be held immediately following the September 20, 2017 SMPMAW meeting. This forum will provide an opportunity for PMI private sector members to share knowledge with the workgroup. PMI membership is not required for participation in this meeting.

Public Comment

None

Future Agenda Topics

Microsoft Project and Portfolio Management Demo Discussion (keep on for one more meeting)
Resource Reporting for Project Activity Discussion
Policy Comment Discussion

Additional agenda topics may be submitted to Mr. Jarocki at BJarocki@mt.gov.

Next Meeting

July 19, 2017
3:00 PM to 4:00 PM
Cogswell, Room 151

Adjournment

The meeting adjourned at 4:18 PM.